

THE NEW YORK CITY DEPARTMENT OF EDUCATION
Stuyvesant High School
345 Chambers Street, New York, NY 10282-1099
Telephone: (212) 312-4800 Facsimile: (212)587-3874

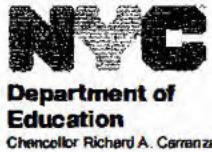
ERIC CONTRERAS
Principal

Stuyvesant High School **Escalator Expectations & Safety Tips**

- Hold on to handrail at all times
- Step on and step off when exiting an escalator
- Do not sit on steps or lean on railings
- Do not rest anything on the escalator, such as backpacks, books, etc.
- Do not over crowd the escalator – no more than two people per step
- Face forward while riding the escalator
- No horseplay, running, jumping, sliding, etc.
- When riding escalators keep loose items such as clothing and shoelaces clear of edges and sides of escalator steps
- Immediately move clear of the escalator exit area, don't stop to talk or look around since other passengers may be behind you
- Do not discard items on escalator, keep free of debris; including flyers, coins and other trash
- If escalator is not working use staircase
- There are red emergency stop buttons on both ends of escalator

If you see something, say something.

Report any/all escalator conditions to AP Moran in room 103 at ext. 1030 or 1031
and call 311



September 25, 2018

Re: Escalator Use at M475

Dear Stuyvesant High School Staff and Families,

On Thursday, September 13, 2018 an incident occurred that impacted the safe operation of one of our school's escalators. In accordance with standard protocol, all escalators were taken out of service by the DOE Division of School Facilities. The NYC Department of Buildings (DOB), the City's regulatory agency for escalator safety, subsequently conducted an extensive inspection of all escalators in the building. After this extensive inspection, additional repairs and testing, the DOB has given authorization to restore twelve (12) escalators to service.

Based on this authorization from the DOB, the Department of Education will restore the twelve (12) approved devices for use by students and staff effective Tuesday, September 25, 2018. Escalators between floors 2 and 4 will remain out of service until further notice from the Division of School Facilities.

Thank you for your patience during this time. We will continue to keep you informed of any updates related to the utility of these devices at Stuyvesant High School.

Sincerely,
Eric Contreras
Principal, Stuyvesant HS

EXCEL ELEVATOR & ESCALATOR CORP.

Work Order

Shutdown **Repair** **Maintenance**

MOD Test IR

Device No. 1E1329

Details Inspection on units w/ ODS.

14 13,28

16/330

Customer Signature

Worship and Service

Mechanic Signature

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

MOD Test IR

Device No.

Details

IP 368 37

Date 9 / 2

Team A

Location Name

11077 50000 1000

Address 351-345 Lombard St.

Corrigo No. 10773

Customer Signature

Plant Tool Service

Mechanic Signature

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.**WORK ORDER**Shutdown Repair Maintenance
MOD Test IR

Date 01/14/18 Team RUSS JOLY

Location Name STUYVESANT L/S NEW YORK

Address 345 E 14TH PIERS ST

Corrigo No. _____

Arrival 0700 Departure 3:30

Device No. Details

1E1322

Performance Category Inspection

Safety check with D.O.P. 100% complete

Customer Signature

Mechanic Signature

Next Level Service

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.**WORK ORDER**Shutdown Repair Maintenance
MOD Test IR

Date 01/15/18 Team RUSS JOLY

Location Name

Address

Arrival

Team RUSS JOLY

Corrigo No. 1322819

Device No. Details

1E1322

Performance Category Inspection

Customer Signature

Mechanic Signature

Next Level Service

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 9/13/18 Team Dan
Location Name Stony Brook HS.
Address 301 Chambers
Arrival 5 Departure 7

Corrigo No. 1027492

Canary-Mechanic

Device No.

Details

IE 1323

Invert. gave problem
took phaser

Pink-Customer

White-Office

Customer Signature

James Mulligan West Level Service

Mechanic Signature

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 9-14-18 Team JAMES D
Location Name M477
Address 3459 Hamptons
Arrival 7 Departure 2:35

Corrigo No. 1027510

Canary-Mechanic

Device No.

Details

IE 1320

DO NOT use Inspections

Pink-Customer

White-Office

IE 1321

BOTH UNITS PLEASE use 11/13

Customer Signature

James Mulligan West Level Service

Mechanic Signature

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 9/11/18

Team

Location Name STUYVESANT 115 M477

Corrigo No. 1027861

Device No.

1F5652

Details

WAITED 2 HOURS FOR CUSTODIANS TO GET ACCESS

Customer Signature

Next Level Service

Mechanic Signature

John P.

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 9-7-18

Team 1st floor

Location Name 114177

Corrigo No. 1027895

Address 301 Chambers St

Arrival 6:30 am

Departure 6:30 pm

Device No.

Bridge Fluster

Details

Installed both bottom floor shaftway doors.

East

Installed both bottom floor shaft doors and set on

per floor. Repaired loose tee joint, closed all
switches between electrical panel points. Adjusted

Customer Signature

John P.

Next Level Service

Mechanic Signature

JG H.

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

MOD Test IR

Date 9-7-18

Team 501 R

Location Name M477

Address 101 Chambers

Corrido No. 1027108

Arrival

Departure

Device No.

Details

1013245

Escalator shutdown with open safety cage
controller. Monitor over RTS

Customer Signature

Next Level Service

Mechanic Signature

JK

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

MOD Test IR

Date 9-6-18

Team 501 R

Location Name M477

Address 301 - Phoenix St

Corrido No. 1027088

Arrival

Departure

Device No.

Details

10137189

finished repair bottom landing
floor separation of safety soft
car up to main hall bottom half
floor.

L.S.D.

Canary-Mechanic

Pink-Customer

White-Office

Customer Signature

Next Level Service

Mechanic Signature

JK

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 9-5-18 Team Project 101

Location Name M477

Address 301 Chambers St

Corrigo No. 1026981

Arrival 7am Departure 1pm

Device No.

Details

IP37189

finished installing a new top floor ball saddle. Replaced unit. Located and repaired service safety switch. Installed new door panels on the new doors. Adjusted top floor locks. Cleaned out all addles. Replaced bottom doors. Can't monitor.

R.T.S.

Customer Signature

Next Level Service

Customer Work Order No.

Mechanic Signature G. Auy

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 9-6-18 Team Project 101

Location Name M477

Address 301 Chambers St

Corrigo No. 1026982

Arrival 7:30am Departure 3:30pm

Device No.

Details

IP37189

Replaced top floor ball saddle.
Installed a new
saddle.

L.S.D.

Customer Signature

Next Level Service

Customer Work Order No.

Mechanic Signature G. Auy

Canary-Mechanic

Pink-Customer

White-Office

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 8-29-18 Team Pro 1 train
Location Name M477
Address 501 Chambers St
Arrival 8:30 am Departure 5:30 pm

Corrigo No. 1073885

Device No. Details

IP 37188

Removed elevator service from bottom floor, installed new bottom floor panel doors. New door gimbals on east wall. L.S.D.

Customer Signature

Next Level Service

Mechanic Signature GAY

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 8-29-18 Team Pro 1 train
Location Name M477
Address 501 Chambers St
Arrival 7:30 am Departure 5:30 pm

Corrigo No. 1073871

Device No. Details

IP 37188

Removed elevator service from bottom floor, installed new bottom floor panel doors. New door gimbals on east wall. L.S.D.

Customer Signature

Next Level Service

Mechanic Signature GAY

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.**WORK ORDER**Shutdown Repair Maintenance MOD Test IR

Date 8-19-18 Team Jim & Ryan B

Location Name M177

Address 2417 Chambers St

Corrigo No. 1029896

Arrival 8:10 AM Departure 1:30

Device No.

Details

1E1520

Initial site / Assess / Full service check

Also check for any short kitchen through

etc

Customer Signature

Next Level Service

Mechanic Signature

James Day

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.**WORK ORDER**Shutdown Repair Maintenance MOD Test IR

Date 8-27-18 Team P.J. + team

Location Name M177

Address 2417 Chambers St

Corrigo No. 1029896

Arrival 7:30 AM Departure 3:30 PM

Device No.

Details

IP37188

Truck test / Inspection circuit short

Panel run short

J.S.D.

Customer Signature

Next Level Service

Mechanic Signature

P. Day

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

MOD Test IR

Device No. W71681

Details

Date 8-26-05 Team McDermid

Location Name 101-177

Address 845 Canaries St.

Corrigo No. 1025655

Arrival 1130

Departure 1230

Pink-Customer Canary-Mechanic

White-Office Pink-Customer

Customer Signature W71681

Details
- Car not running after 1 year.
- Total height off floor
- Not going down on customer
- Total height of ceiling over 11' 6" inches
- Circumference
- HT

Next Level Service

Mechanic Signature MC

Customer Work Order No. 1025655

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

MOD Test IR

Device No. W717138

Details

Date 8-21-05 Team McDermid

Location Name My 11

Address 101-177

Corrigo No. 1024256

Arrival 1130

Departure 1230

Canary-Mechanic

Pink-Customer

White-Office Customer Signature W717138

Details
- Gains in down for 1st fl. - 2nd fl. - 3rd fl.

Details
- 1st fl. stuck, no full stop. 2nd fl. no stop

Next Level Service

Mechanic Signature MC

Customer Work Order No. 1024256

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 8/22/14 Team J.W.A./J.G.O.

Location Name m477

Address 200 Chambers St

Corrigo No. 1649255

Arrival 7:00 Departure 10:00

Device No.	Details
IP36601	Replace car 13 master limit switch
IP36533	Replace car 13 start up bulb at work
IP36531	Test operation off lifts L (14th) M (13th)

Customer Signature 27 Next Level Service

Mechanic Signature James Dwyer

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 8/22/14 Team J.W.A./J.G.O.

Location Name m485

Address 200 Chambers St

Corrigo No. 1624241

Arrival 10:00 Departure 2:30

Device No.	Details
IP5652	short down 2 deck floor buttons and wire
IP36536	1.3 short MM relay at 2nd fl replace start capacitor check hall sensor in 1st floor (done by 1:30)
IP36531	check all contacts with ohm meter

Customer Signature 27 Next Level Service

Mechanic Signature James Dwyer

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 8/16/18

Team C. G. Bell

Location Name M477

Address 301 Chambers St

Corrigo No. 1025335

Arrival

Departure

Canary-Mechanic

Device No.

Details

1836536

GAP in Hatch door. Adjusted. Replaced broken Hinge roller.

1836537

Adjust pitch of Hatch door. Check operation. Return to service.

1836532

Noise on disk reported. Replaced hinge roller. Check door. Return to service.

Customer Signature

Next Level Service

Customer Work Order No.

Mechanic Signature

White-Office Pink-Customer

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance
MOD Test IR

Date 8/17/18

Team C. G. Bell

Location Name M477

Address 301 Chambers

Corrigo No. 1025335

Arrival 10:30 AM

Departure 1:00 PM

Canary-Mechanic

Device No.

Details

1836671

Lift and down test but transformer off.

Open up back. Follow up with A&A

Customer Signature

Next Level Service

Customer Work Order No.

Mechanic Signature

White-Office Pink-Customer

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

MOD Test IR

Date 4/9/18

Team DCW/RE/11

Location Name M477

Address 301 Chambers

Corrido No. _____

Arrival 1:30

Departure 3:30

Device No.

Details

1030536

French P Install Hinges rollers on 7th Floor

Return to Service

Customer Signature

Tommy M. Williams

Mechanic Signature

Customer Work Order No.

Canary-Mechanic

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

Date 8-7-18

Team Timo/Ryo/B

Location Name M477

Address 301 Chambers St

Corrido No. 1024904

Arrival 9:00

Departure 2:30

Device No.

Details

1E1331

Replace both Hand Rail Drive chains

Right side sport motor

Canary-Mechanic

Pink-Customer

White-Office

Customer Signature

Tommy M. Williams

Mechanic Signature

James Dinallo

Customer Work Order No.

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

Date

4-7-18

Team

Tim O / Ryan B

Location Name

A1477

Address

11613 18th Street

Corrido No.

1824240

Arrival

8:00

Canary-Mechanic

Device No.

Details

181331

check equipment, belt, hand rail, drive rollers.

181332

check equipment, belt, hand rail, drive rollers

181333

check equipment, belt, hand rail, Drive rollers

Customer Signature

Next Level Service

Mechanic Signature

David Wilson

Customer Work Order No.

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.

WORK ORDER

Shutdown Repair Maintenance

Date

4-7-18

Team

Tim O / Ryan B

Location Name

A1477

Address

11613 18th Street

Corrido No.

1824249

Canary-Mechanic

Device No.

Details

181331

check equipment, belt, hand rail, drive rollers

181332

check equipment, belt, hand rail, drive rollers

181333

check equipment, belt, hand rail, drive rollers

Customer Signature

Next Level Service

Mechanic Signature

David Wilson

Customer Work Order No.

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.**WORK ORDER**Shutdown Repair Maintenance

Date 8-1-18

Team T-18-10

Location Name M477

Address 301 Schimberg St

Corrigo No. 1024237

Arrival 08:00

Departure 10:30

Canary-Mechanic

Device No.

Details

IE1320

Check operation of 1st and 2nd. Drive filters

IE1322

Check operation Hand pump. Drive filters

IE1323

Check operation of 1st and 2nd. Drive filters

IE1324

Check operation Hand pump. Drive filters

Customer Signature

Next Level Service

Mechanic Signature

Aug 1 2018

Customer Work Order No.

Pink-Customer

White-Office

EXCEL ELEVATOR & ESCALATOR CORP.**WORK ORDER**Shutdown Repair Maintenance

Date 8-1-18

Team T-18-10

Location Name M477

Address 301 Schimberg St

Corrigo No. 1024230

Arrival 08:00

Departure 10:30

Canary-Mechanic

Device No.

Details

IE1324

Check operation Hand pump. Drive filters

IE1325

Check operation Hand pump. Drive filters

IE1326

Check operation Hand pump. Drive filters

IE1327

Check operation Hand pump. Drive filters

Customer Signature

Next Level Service

Mechanic Signature

Aug 1 2018

Customer Work Order No.

Pink-Customer

White-Office



Office of Safety and Youth Development
Lois Herrera, Chief Executive Officer

OSYDDATA@schools.nyc.gov
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52 Chambers Street
Room 218
New York, NY 10007

OCCURRENCE REPORT

DOE CONTROL NO.	NYPD CONTROL NO.
02M475-091318-0013	none supplied

ATS CODE	SCHOOL AND/OR PROGRAM NAME/NUMBER Stuyvesant High School stuyvesant HS			INCIDENT DATE & TIME	DURING SCHOOL HOURS?
REPORT	BOROUGH	SUPERINTENDENCY	GEOGRAPHICAL DISTRICT	IS THIS REPORT FOR INFORMATION ONLY:	
Original	Manhattan		2		

Occurrence Reported by: Brian Moran-AP

Occurrence Data Entered at: 9/14/2018 at 9:34 AM

Location of the Occurrence: Staircase - Floor 4-2 (Stairwell #escalator)

Category: G05

Contacts: NYPD was contacted at 3:40 PM on 9/13/2018
Superintendent was not contacted.

Bias Related: No

Description of the occurrence

There was an accident on the 4-2 escalator and students were injured.

Parental contact were successful.



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OCCURRENCE REPORT

DOE CONTROL NO.	NYPD CONTROL NO.
02M475-091318-0013	none supplied

Persons Involved

Victims



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02M475-091318-0013	none supplied



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COMPREHENSIVE INJURY REPORT - Fact Sheet

DOE Control Number: 02M475-091318-0013

INJURED PERSON DATA

1. Last Name (of Injured Person)	First		
2. Name Prior to Marriage	3. Social Security #	4. File #	5. Student Identification #
6. Sex	7. Date of Birth	8. Home Telephone	
9. Home Address	City	State	Zip
10. Status Student			
11. Assignment Location 02M475		12. Geographic Location Staircase escalator	
13. Telephone Number (Where Injury Occurred)	14. Name of Supervisor Teacher (If Student Injured) contreras		15. Name of Site Supervisor/Principal contreras
16. Date of Injury 09/13/2018	17. Time of Injury 03:35 PM	18. Total Years of Service	19. Grade Level

INJURY DESCRIPTION

20. General Activity Going to/from Class	21. Specific Activity Other	22. Injury Location Staircase
23. Causal Agent Other	24. Causal Person N/A	
25. Body Part(s) Injured		
26. Was Parent/Guardian Contacted? Yes		
27. Did Injured Person Refuse Medical Attention?		
28. Was First Aid Administered at School/Site?		
29. a. Was Injured Person Taken to a Hospital b. Was Injured Person Accompanied to the Hospital?		
30. Was an Ambulance Utilized?		
31. Name of Hospital		
32. Name of Nurse/Physician Used at School/Site		
33. Name of Attending Physician		

Injury Description

CONFIDENTIAL REPORT
Data is most current available.



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DOE Control Number: 02M475-091318-0013

34. Signature of Injured Person	Date		
35. Name of Preparer (If Other than Injured Party)	Signature	Title	Date
36. Signature of Site Supervisor/Principal	IF LODI	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date
37. Signature of Superintendent	IF LODI	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date

CONFIDENTIAL REPORT
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Department of
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23. Causal Agent Other	24. Causal Person N/A	
25. Body Part(s) Injured		
26. Was Parent/Guardian Contacted? Yes		
27. Did Injured Person Refuse Medical Attention?		
28. Was First Aid Administered at School/Site?		
29. a. Was Injured Person Taken to a Hospital b. Was Injured Person Accompanied to the Hospital?		
30. Was an Ambulance Utilized?		
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32. Name of Nurse/Physician Used at School/Site		
33. Name of Attending Physician		

Injury Description

CONFIDENTIAL REPORT
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COMPREHENSIVE INJURY REPORT - Fact Sheet

DOE Control Number: 02M475-091318-0013

34. Signature of Injured Person	Date		
35. Name of Preparer (If Other than Injured Party)	Signature	Title	Date
36. Signature of Site Supervisor/Principal	IF LODI	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date
37. Signature of Superintendent	IF LODI	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date

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6. Sex		7. Date of Birth	8. Home Telephone	
9. Home Address		City	State	Zip
10. Status Student				
11. Assignment Location 02M475		12. Geographic Location Staircase escalator		
13. Telephone Number (Where Injury Occurred)		14. Name of Supervisor Teacher (If Student Injured) contreras	15. Name of Site Supervisor/Principal contreras	
16. Date of Injury 09/13/2018		17. Time of Injury 03:35 PM	18. Total Years of Service	19. Grade Level

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